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6 July 1953

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STAFF CONFERENCE

Minutes of Meeting Held in Director's
Conference Room, Administration Building
Monday, 6 July 1953, at 1100 Hours

Mr. Dulles Presiding

Richard Helms, Acting Deputy Director for Plans
Robert Amory, Jr., Deputy Director for Intelligence
Col. Lawrence K. White, Deputy Director for Administration
Lyman B. Kirkpatrick, Inspector General
[redacted] Acting Assistant Director for Scientific Intelligence
Otto E. Guthe, Assistant Director for Research and Reports
Sherman Kent, Assistant Director for National Estimates
George G. Carey, Assistant Director for Operations
James M. Andrews, Assistant Director for Collection & Dissemination
James Q. Reber, Assistant Director for Intelligence Coordination
[redacted] Acting Assistant Director for Current Intelligence
Colonel Matthew Baird, Director for Training
[redacted] Assistant Director for Communications
Colonel Sheffield Edwards, Assistant Deputy, Inspection & Security
George E. Meloon, Acting Assistant Director for Personnel
Edward R. Saunders, Comptroller
James Garrison, Chief of Logistics
Lawrence R. Houston, General Counsel
[redacted] Chief for Plans & Program Coordination
[redacted]
[redacted], Chief for Technical Support
[redacted]
[redacted] Chief of Administration, Office of DD/P
[redacted] Acting Auditor-in-Chief
[redacted] Chief, General Services
[redacted] Special Assistant (Admin.), Office of DD/I
[redacted] Executive Assistant to the Director
[redacted] Assistant to the Director
[redacted] Assistant to the Director
[redacted] Assistant to the Director

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1. Budget

Mr. Dulles discussed the Agency budget, stating that it had already passed the House as part of the Department of Defense budget.

2. Personnel

Mr. Dulles, mentioning that we were faced with the possibility of a freeze on personnel, expressed his belief that we should keep below [] employees, the figure that the Taber Committee had in mind. This could be accomplished by improving the efficiency of operations and of personnel. He said, however, that the process of improving our personnel should be spread over a period of two years. Colonel White explained the interim plan for providing personnel until the question of a freeze is finally decided.

3. Facsimile Equipment

[] announced that we had received a number of units of a new device for producing facsimiles. They are being tested by the Agency now and appear to be completely secure.

4. Weaknesses

Mr. Kirkpatrick listed as the two most important general weaknesses of the Agency:

a. Lack of executive training in the middle echelons, resulting in poor supervision of personnel by the middle bracket executives, and

b. Use of unvouchered funds, which he characterized as being the Agency's greatest responsibility.

Mr. Kirkpatrick stressed the point that all money we spend comes from the taxpayers and as taxpayers ourselves we should review very carefully each expenditure that is made from unvouchered funds, using vouchered funds wherever possible. Mr. Dulles reminded the meeting that this was a point President Eisenhower had mentioned to him and he had brought to the attention of the Assistant Directors at the meeting on 9 February.

5. War Planning

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6. Attempts to Penetrate

Colonel Edwards, noting that the security consciousness of employees had improved, warned again that attempts are continually being made to penetrate this Agency not only abroad but in Headquarters.

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